

# BUDGET LETTER

NUMBER: 96-21

SUBJECT: SECTION 28.00 AND 28.50, BUDGET ACT OF 1996

DATE ISSUED: **OCTOBER 29, 1996**

REFERENCES: BUDGET LETTER 96-11

SUPERSEDES:

TO: Departmental Budget Officers  
Departmental Accounting Officers  
Department of Finance Budget Staff


FROM: DEPARTMENT OF FINANCE (DOF)

Budget Letter 96-11 issued on August 12, 1996, provides information regarding changes made to various control sections. Departments are reminded of the Legislature's concern that the control sections were being overutilized to make budget adjustments. Again, departmental administrative and budget staff should be fully knowledgeable of the provisions of the control sections in the 1996 Budget Act and the changes highlighted in Budget Letter 96-11.

This Budget Letter is provided to transmit the revised Form DF-47, which is to be used by departments to submit Section 28.00 (Federal and other nonstate funding adjustments) and Section 28.50 (intra-state reimbursement adjustments) applications to the DOF. The information required on the form should be self-explanatory.

Departments are advised to fully explain, in the "Description" under the Program Proposal section, any funds which are estimated to be carried over into the following fiscal year. This will allow the DOF to account for the carryover funds in the Governor's Budget or in Finance Letters as time permits. In these cases, as well as adjustments later in the fiscal year, the description of the carryover funds in the notification letter to the Legislature will eliminate the need for another notification in the budget year.

Please call your DOF Budget Analyst if you have any questions.



Carl Rogers  
Program Budget Manager

Attachment

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## Upcoming Budget Letters

- Section 11.00 - Information Technology Contracts

**SECTION 28.00/28.50 APPLICATION**  
**(Dollars in Thousands)**

Department: \_\_\_\_\_

Item No./Fiscal Year: \_\_\_\_\_

Notification Letter

To Legislature:

☐

30 day notice

☐

request waiver of 30 day notice

**REQUESTED FUNDING ADJUSTMENT**

☐

Section 28.00

☐

Section 28.50

Program Title (per Governor's Budget): \_\_\_\_\_

Funding (Specify fund)	Currently Budgeted	Requested Change (+) or (-)	Total
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Check Appropriate Box (es)

☐

Provisions 1-4 of Section 28 (b) have been satisfied. (Provide additional information, as necessary.)

☐

One-time expenditure.

☐

Ongoing commitment from this source.

☐

State matching funds required. If checked, explain under Program Proposal.

☐

Expenditure either supplements or replaces an existing state-funding program. If checked, explain under Program Proposal.

**PROGRAM PROPOSAL (Attach additional pages if necessary.)**

Title: \_\_\_\_\_

Statutory Authority: (State; federal, as appropriate.) \_\_\_\_\_

Description: \_\_\_\_\_

Justification (Must include need for current year implementation and reason it can't wait till next fiscal year.): \_\_\_\_\_

Submitted by: \_\_\_\_\_

Budget Officer: \_\_\_\_\_ Date: \_\_\_\_\_

Director: \_\_\_\_\_ Date: \_\_\_\_\_

**APPROVED BY DEPARTMENT OF FINANCE:**

Submitted to Legislature, Date: \_\_\_\_\_

PPBA: \_\_\_\_\_ Date: \_\_\_\_\_